

**File: GCF**

## **HIRING OF PROFESSIONAL STAFF**

Through its employment policies, the District will strive to attract, secure, and retain the highest qualified personnel for all professional positions. All those in a position to hire will seek out candidates who will devote themselves to the education and welfare of the children attending the schools.

It is the responsibility of the Superintendent, and of persons to whom he or she delegates this responsibility, to determine the personnel needs of the school system and to locate suitable candidates. No position may be created without the approval of the School Committee. The District's goal is to employ and retain personnel who are motivated, will strive always to do their best, and are committed to providing the best educational environment for the children.

It will be the duty of the Superintendent to see that persons considered for employment in the schools meet all certification requirements and the requirements of the Committee for the type of position for which the nomination is made.

The following guidelines will be used in the selection of personnel:

1. There will be no discrimination in the hiring process due to age, color, disability, gender identity, homelessness, national or ethnic origin, race, sex, sexual orientation, religion, political beliefs or veteran status (see Policy GBA).
2. The quality of instruction is enhanced by a staff with a wide variation in background, educational preparation, and previous experience.
3. The Superintendent is responsible for hiring District-wide and Principal positions, while a Principal is responsible for hiring building-based personnel. Under normal hiring conditions, the administrator responsible for the hiring of a staff member is directed to establish a representative screening committee, including a parent representative whenever the person to be hired will have substantial educational contact with school children.

In emergency hiring situations where time is of the essence in order to best serve the students, the hiring administrator, working with the Superintendent, may devise a more streamlined hiring procedure.

The administrator responsible for hiring has the final say in determining who will be hired but it is expected that the screening committee's input will be a factor in the decision.

Legal Refs.: M.G.L. 69:6, Teachers; Applications for Positions; Qualifications  
M.G.L. 71:38, Employment of Teachers, Aides, Principals, Etc.; Performance Evaluations; Performance Standards  
M.G.L. 71:38G, Certification for Certain Teaching and Administrative Positions

M.G.L. 71:39, Teachers Application Forms  
M.G.L. 71:45, Procurement of Teaching Positions  
603 CMR 7:00, Regulations for Educator Licensure  
603 CMR 44:00, Regulations for Educator Licensure Renewal

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